

APPLICATION INSTRUCTIONS



AIR QUALITY CONTROL

GENERAL PERMIT

FOR

DRY CLEANING FACILITIES

Arizona Department Of Environmental Quality

Air Quality Division

NOTE: If your dry cleaning facility is located in one of the following counties, please contact the respective Air Quality Control Districts before filling this application for any additional requirements.

PIMA COUNTY

Pima County Department of Environmental Quality
130 West Congress Street
Tucson, Arizona 85701
(520)-740-3383

PINAL COUNTY

Pinal County Department of Health and Human Services
Division of Air Quality Control
P.O. Box 987
Florence, Arizona 85232-0987-87
(520)-868-6760

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I. INTRODUCTION

This manual has been developed specifically for applicants applying for coverage under the Dry Cleaner General Permit. However, this manual is not intended as a substitute for the Arizona Air Quality Regulations.

The applicant shall read all sections of this manual very carefully and provide all necessary information requested. The final application submitted should include the forms in Appendix 1 of this packet and necessary attachments (i.e., map, plot plan, etc.). Additional copies of the forms may be made as necessary.

If you need assistance in completing this Form, please contact the Arizona Department of Environmental Quality's Technical Assistance Unit at (602) 771-4335 or toll free in Arizona at 800-234-5677 Ext. 4335. This is a free service.

A. APPLICABILITY

1. The Dry Cleaner General Permit, hereafter referred to as General Permit covers dry cleaning facilities that are subject to Federal, State and/or County Regulations. The General Permit covers only those dry cleaning facilities which use *perchloroethylene* (PERC) as the cleaning solvent.
2. This General Permit covers dry cleaning facilities with the following machines and annual PERC consumption of:

Dry-to-Dry only	PERC consumption of less than or equal to 2100 gallons per year
Transfer Machine	PERC consumption of less than or equal to 1800 gallons per year
Combination of dry-to-dry and transfer unit(s)	PERC consumption of less than or equal to 1800 gallons per year.
3. Facilities which have an annual PERC consumption greater than that specified in paragraph 2 of this section (MAJOR SOURCES) shall obtain an individual permit from the Arizona Department of Environmental Quality (ADEQ).

B. AUTHORIZATION TO OPERATE

If the applicant meets the criteria for coverage under this General Permit as specified in section A above, an Authorization To Operate (ATO) will be issued to the dry cleaning facility.

C. JURISDICTION

1. Pursuant to A.R.S. §49-480, the Air Quality Control Districts(AQCD) of Pima, and Pinal County may administer, inspect, and enforce the General Permit and issue ATOs for sources under their jurisdiction.
2. If the applicant has any questions regarding jurisdictional issues, please contact the Air Quality Division of ADEQ at (602) 771-2316.

D. PERMIT ISSUANCE TIME FRAME

According to A.A.C. R18-1-525, ADEQ has 21 business days to determine if the submitted general permit application is complete. Once the application is determined to be complete, the department has 103 business days to make a licensing decision on the application. The counting of the days can be suspended by the Department upon the determination that additional information is needed. In such a case, a letter will be sent to the applicant informing them that the counting of days has been suspended, and will also specify what additional information is necessary to continue processing the application.

E. FORMS

Appendix 1 includes the standard application form and all other necessary forms required to be submitted to the Department by the owner or operator of a dry cleaning facility.

II. APPLICATION INSTRUCTIONS

STEP 1: Standard Application Form

Arizona Administrative Code, Title 18, Chapter 2, section 304 requires applicants to submit the STANDARD APPLICATION FORM (FORM 1) and all information required by the FILING INSTRUCTIONS as shown in Appendix 1. Instructions for completing the FORM 1 are as follows:

- A. Items #1 through #5 of the application form are self-explanatory.
- B. Item #6: The Plant/Site Manager or Contact Person shall be the person the ADEQ may contact for any additional information.
- C. Item #7: Specify the location of the plant. The township/range/section may be substituted for latitude/longitude coordinates which are specified in degrees, minutes and seconds.
- D. Item #8: The "Equipment Purpose" shall be dry cleaning. List all equipment located at the plant.
- E. Item #9: If the "other" box is checked, please be specific as to what the organization is.
- F. Item #10: asks for the Permit Application Basis which indicates what type of permit is necessary.
 - 1. If the equipment has never been permitted, then the box marked General Permit should be checked.
 - 2. If the equipment is already permitted under an individual permit and are applying for coverage under the General Permit, then the box marked General Permit should be checked and the current permit number must be included.
 - 3. If the facility is already permitted under the General Permit and the applicant wants to add additional equipment, then the boxes marked General Permit and Revision should be checked.
 - 4. For new sources the Date of Commencement of Construction or Modification is the expected date that construction will begin.
 - 5. The Standard Industrial Classification Code for dry cleaning plants is **7216**. State Permit Class shall be **Class II**
 - 6. If there is any chance that the equipment will be leased out, answer "yes" to the last part of item #10.
- G. Item #11: The "Responsible Official" is the owner or a partner of the company in most cases. It may also be the president or vice-president of larger companies. If there is a question as to who the responsible official is, contact ADEQ for more information.

STEP 2: Emission Calculations

A. Perchloroethylene Emissions

The perchloroethylene (PERC) emission calculations are based on the amount of PERC purchased in the previous 12 months. Table 1 in FORM #2 can be used to record the monthly purchase and calculate the total amount of PERC purchased in the previous 12 months. An example is provided in Table 1A. The applicant must then determine which category of dry cleaners they classify from Form 2A.

B. Boiler Emissions

The sulfur content of the fuel used in the boiler should be reported.

STEP 3: Process Description

Include a process description and a process flow diagram. A process description is a brief description of the material flow process. This includes a description of how the fabrics are dry cleaned, how the PERC solvent is received, stored, handled and recovered.

STEP 4: Equipment List

- A. ADEQ needs to be able to identify all pieces of equipment covered under the General Permit. Use Form #3 of Appendix 1 to provide a list of all pieces of equipment to be permitted including control equipment and boilers (make additional copies if necessary).

The list should include not only the type of equipment, but also the make, model, maximum rated capacity, serial number, manufacture date, and equipment identification number (if available) of each piece of equipment.

- B. In case the equipment is yet to be purchased at the time of application, the serial number need not be listed, but an equipment identification number will be required. The equipment identification number must be clearly stenciled on each piece of equipment to be permitted after such equipments are purchased.

STEP 5: Air Pollution Controls

All pollution control equipment and pollution control procedures must be described in order to satisfy this submittal requirement. FORM #3 can be used to submit the necessary pollution control information.

STEP 6: Compliance Plan/Certification

A compliance plan/certification must be submitted by all applicants. Form #4 can be used to submit a complete compliance plan/certification.

STEP 7: Filing Instructions

1. An Application Fee of \$500 must be submitted by all applicants. Please make your check or money order payable to ADEQ. The Application Fee must accompany each application submittal.
2. Please mail FORMS 1 through 6 of the application packet and the \$500 Application Fee to the following address:

Arizona Department Of Environmental Quality
Air Quality Division
1110 West Washington
Phoenix, Arizona 85007

3. Please remember to make photo copies of FORMS 1 through 6 of the application packet before mailing.
4. Pages 1 through 5 of the application packet should be kept by the applicant for reference purposes.

APPENDIX 1

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FORM 1: STANDARD PERMIT APPLICATION FORM
ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

Air Quality Division

1110 West Washington E Phoenix, AZ 85007 E Phone: (602) 771-2338

STANDARD PERMIT APPLICATION FORM

(As required by A.R.S. § 49-426, and Chapter 2, Article 3, Arizona Administrative Code)

1. Permit to be issued to: (Business license name of organization that is to receive permit) _____

2. Mailing Address: _____
City: _____ State: _____ ZIP: _____
3. Previous Company Name: (if applicable) _____
4. Name (or names) of Owners/Principals: _____
FAX #: _____ Phone: _____
5. Name of Owner's Agent: _____
FAX #: _____ Phone: _____
6. Plant/Site Manager or Contact Person/Title: _____
FAX #: _____ Phone: _____
7. Proposed Plant Name: _____
Proposed Plant Location/Address: _____
City: _____ County: _____ ZIP: _____
Indian Reservation (if applicable): _____
Latitude/Longitude, Elevation: _____
8. Equipment Name/Purpose: _____
Equipment List/Description: _____

9. Type of Organization:
 ~ Corporation ~ Individual Owner
 ~ Partnership ~ Government Entity (Government Facility Code: _____)
 ~ Other _____
10. Permit Application Basis: ~ New Source ~ Revision ~ Renewal of Existing Permit
 (Check all that apply.) ~ Portable Source : General Permit

 For renewal or modification, include existing permit number (and exp. date): _____
 Date of Commencement of Construction or Modification: _____

 Is **any** of the equipment to be leased to another individual or entity? ~ Yes ~ No
 Standard Industrial Classification Code: _____ 7216 State Permit Class: _____ II
11. Signature of Responsible Official of Organization: _____
 Official Title of Signer: _____
12. Typed or Printed Name of Signer: _____
 Date: _____ Telephone Number: _____

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FORM 2: ANNUAL PERC CONSUMPTION CALCULATION

INTRODUCTION

The amount of emissions emitted from a dry cleaning facility is expressed in the amount of PERC consumed annually. The applicant shall record all PERC purchases made each month on the first of the following month. The sum of all PERC purchases made in the previous 12 months shall also be calculated. An example is provided in Table 1A.

TABLE 1

MONTH	QUANTITY PURCHASED (gallons)	12 MONTH PERIOD FROM _____ TO _____	12 MONTHS TOTAL (gallons)

**TABLE 1A
EXAMPLE**

MONTH	QUANTITY PURCHASED (gallons)	12 MONTH PERIOD FROM _____ TO _____	12 MONTH TOTAL (gallons)
December 92	50	-	-
January 93	20	-	-
February 93	0	-	-
March 93	25	-	-
April 93	50	-	-
May 93	40	-	-
June 93	0	-	-
July 93	0	-	-
August 93	20	-	-
September 93	30	-	-
October 93	40	-	-
November 93	0	-	-
December 93	40	12/92 - 11/93	275
January 94	0	1/93 - 12/93	265
February 94	50	02/93 - 1/94	245
March 94	50	03/93 - 02/94	295
April 94	50	04/93 - 03/94	320
May 94	60	05/93 - 04/94	320
June 94	30	06/93 - 05/94	340
July 94	0	07/93 - 06/94	370
August 94	20	08/93 - 07/94	350
September 94	20	09/93 - 08/94	340
October 94	25	10/93 - 09/94	320
November 94	25	11/93 - 10/94	345

In December 1993, the total PERC purchased over the previous twelve month period (12/92 to 11/93) will be as follows:
 $50+20+0+25+50+40+0+20+30+40+0 = 275$ gallons per year (LARGE AREA SOURCE)

Similar calculations are performed every month for the previous twelve months.

FORM 2A: SOURCE CATEGORY

Depending on the highest annual PERC consumption determined in the previous twelve months, the applicant shall then determine the source category and type of pollution control equipment required from the following Table. Only Small Area Source and Large Area Sources will be covered under this General Permit. Major sources shall obtain an individual permit from the Arizona Department of Environmental Quality.

Applicability	Small Area Source	Large Area Source
EXISTING Dry Cleaning Facilities (Machines installed before 12/9/91)		
(1) Only Dry-to-Dry Machines (2) Only Transfer Machines (3) Combination of Dry-to-Dry and Transfer Machines	<u>Consuming less than:</u> 140 gallons PERC per year 200 gallons PERC per year 140 gallons PERC per year	<u>Consuming equal to or between:</u> 140 to 2100 gallons PERC per year 200 to 1800 gallons PERC per year 140 to 1800 gallons PERC per year
Required Process Vent Controls	None	Refrigerated Condenser (or equivalent) or Existing carbon adsorber can remain
NEW Dry Cleaning Facilities (Machines installed after 12/9/91)		
Only Dry-to-Dry Machines	<u>Consuming less than:</u> 140 gallons PERC per year	<u>Consuming equal to or between:</u> 140 to 2100 gallons PERC per year
Required Process Vent Controls	Refrigerated Condenser (or equivalent device)	

Based on the information provided in Form 2, my facility classifies as

_____ Existing Small Area Source

_____ Existing Large Area Source

_____ New Area Source

FORM 3: EQUIPMENT LIST

List all dry cleaning machines and associated equipment at your facility.

Type	Make	Model	Serial Number	Date of Manufacture
1.				
2.				
3.				
4.				
5.				
6.				
7.				

List all control equipment installed at your dry cleaning facility:

Type of Control Equip-	Date of Installation	Make	Model	Serial Number
1.				
2.				
3.				
4.				
5.				

FORM 4: COMPLIANCE CERTIFICATION

1. Applicant hereby affirms that it is in compliance with all applicable requirements of the General Permit and will continue to comply with such requirements.
2. For any additional applicable requirements that become effective during the term of the General Permit, Applicant affirms that it will meet such requirements on a timely basis.
3. The Applicant hereby affirms that it will submit the compliance certification each year on January 31. The compliance certification shall describe the compliance status of the source with respect to each general permit condition and the methods used for determining the compliance status.
4. Applicant hereby affirms that the facility will be operated according to the manufacture's specifications and recommendations.

Certification of Compliance

6. This certification must be signed by a Responsible Official. Applications without a signed certification will be deemed incomplete.
7. I certify that I have knowledge of the facts herein set forth and in this application, that the same are true, accurate and complete to the best of my knowledge and belief, and that all information shall be treated by the Arizona Department of Environmental Quality as public record. I further state that I will assume responsibility for the construction, modification, or operation of the source in accordance with the Arizona Administrative Code, Title 18, Chapter 2 and the Dry Cleaning General Permit.

Company Name (Print/Type): _____

Name (Print/Type): _____

Signature: _____ Date: _____

FORM 5: FEE SUMMARY

Fee Rule Summary for Class II Sources							
SOURCE							
CLASS II							
TITLE V				NON TITLE V			
INDIVIDUAL		GENERAL PERMIT		INDIVIDUAL		GENERAL PERMIT	
PROCESSING FEE \$66/hr No maximum Fee	<u>ANNUAL FEE</u> Administrative Synthetic Minor Sources - Except Portables Aerospace: \$12,900 Cement plants: \$39,500 Combustion/Boilers: \$9,600 Compressor stations: \$7,900 Electronics: \$12,700 Expandable Foam: \$9,100 Foundries: \$12,100 Landfills: \$9,900 Lime Plants: \$37,300 Copper & Nickel Plants: \$9,300 Gold Mines: \$9,300 Mobile Home manufacturing: \$9,200 Paper Mills: \$12,700 Paper Coaters: \$9,600 Petroleum Products Terminal facilities: \$14,100 Polymeric Fabric Coaters: \$12,700 Reinforced Plastics: \$9,600 Semiconductors Fabrication: \$16,700 Copper Smelters: \$39,500 Utilities-Natural Gas: \$10,200 Utilities-Fossil Fuel except Natural Gas: \$20,200 Vitamin/Pharmaceutical Manufacturing: \$9,800 Wood Furniture: \$9,600 Others: \$9,900 Others with Continuous Emission Monitoring: \$12,700 Stationary Source: \$5,000 Portable Source: \$5,000 Small Source: \$500	APPLICATION FEE \$500	<u>ANNUAL ADMINISTRATIVE FEE</u> Small Source: \$500 Others: \$3,000	PROCESSING FEE \$66/HOUR \$25,000 MAXIMUM FEE	<u>ANNUAL INSPECTION FEE</u> Stationary Sources: \$3,250 Portable Sources: \$3,250 Gasoline Service Station: \$500	APPLICATION FEE \$500	<u>ANNUAL INSPECTION FEE</u> Gasoline Service Station: \$500 Crematorium: \$1,000 Others: \$2,000
ACCELERATED PERMIT APPLICATION FEE \$15,000				ACCELERATED PERMIT APPLICATION FEE \$15,000 \$25,000 MAXIMUM FEE			

Notes: There is no fee for transfers, administrative amendments, or 317 changes of permits.
The fee rate will be adjusted in the beginning of each year based on the CPI index.
Administrative and Inspection fees are due each year no later than March 31st or 60 days after the Director mails the invoice, whichever is later.
Information for this table was taken from the A.A.C. R18-2-326 and R18-2-511